



# DRAFT

## City of Santa Barbara Planning Division

### SINGLE FAMILY DESIGN BOARD MINUTES

**Monday, October 11, 2010**

**David Gebhard Public Meeting Room: 630 Garden Street**

**3:00 P.M.**

**BOARD MEMBERS:**

PAUL ZINK, CHAIR  
GLEN DEISLER, VICE-CHAIR  
BERNI BERNSTEIN  
ERIN CARROLL  
BRIAN MILLER  
DENISE WOOLERY  
JIM ZIMMERMAN

**CITY COUNCIL LIAISON:** DALE FRANCISCO

**PLANNING COMMISSION LIAISON:** MICHAEL JORDAN

**STAFF:**

JAIME LIMÓN, Design Review Supervisor  
MICHELLE BEDARD, Planning Technician  
KATHLEEN GOO, Commission Secretary

**Website:** [www.SantaBarbaraCa.gov](http://www.SantaBarbaraCa.gov)

#### **SINGLE FAMILY DESIGN BOARD SUBMITTAL CHECKLIST**

(See ABR Guidelines & Design Review Submittal Requirements for Details)

<b>CONCEPT REVIEW</b>	Required	<u>Master Application &amp; Submittal Fee</u> - (Location: 630 Garden Street) <u>Photographs</u> - of the existing building (if any), adjacent structures, composite panoramic view of the site, surrounding areas & neighborhood streetscape - mounted or folded to no larger than an 8.5" x 14" photo display board. <u>Plans</u> - three sets of folded plans are required at the time of submittal & each time plans are revised. <u>Vicinity Map and Project Tabulations</u> - (Include on first drawing) <u>Site Plan</u> - drawn to scale showing the property boundaries, existing & proposed structures, building & area square footages, building height, areas to be demolished, parking, site topography, conceptual grading & retaining walls, & existing landscaping. Include footprints of adjacent structures. <u>Exterior elevations</u> - showing existing & proposed grading where applicable.
	Suggested	<u>Site Sections</u> - showing the relationship of the proposed building & grading where applicable. <u>Plans</u> - floor, roof, etc. <u>Rough sketches</u> are encouraged early in the process for initial design review to avoid pursuing incompatible proposals. However, more complete & thorough information is recommended to facilitate an efficient review of the project.
<b>PRELIMINARY REVIEW</b>	Required	Same as above with the following additions: <u>Plans</u> - floor, roof, etc. <u>Site Sections</u> - showing the relationship of the proposed building & grading where applicable. <u>Preliminary Landscape Plans</u> - required for commercial & multi-family; single-family projects where grading occurs. Preliminary planting plan with proposed trees & shrubs & plant list with names. Plans to include street parkway strips.
	Suggested	<u>Color &amp; Material Samples</u> - to be mounted on a board no larger than 8.5" x 14" & detailed on all sets of plans. <u>Exterior Details</u> - windows, doors, eaves, railings, chimney caps, flashing, etc. Materials submitted for preliminary approval form the basis for working drawings & must be complete & accurate.
<b>FINAL &amp; CONSENT</b>	Required	Same as above with the following additions: <u>Color &amp; Material Samples</u> - to be mounted on a board no larger than 8.5" x 14" and detailed on all sets of plans. <u>Cut Sheets</u> - exterior light fixtures and accessories where applicable. <u>Exterior Details</u> - windows, doors, eaves, railings, chimney caps, flashing, etc. <u>Final Landscape Plans</u> - landscape construction documents including planting & irrigation plan. <u>Consultant/Engineer Plans</u> - electrical, mechanical, structural, & plumbing where applicable.

**PLEASE BE ADVISED**

- The approximate time the project will be reviewed is listed to the left of each item. It is suggested that applicants arrive 15 minutes early. The agenda schedule is subject to change as cancellations occur. Staff will notify applicants of time changes. , Present
- The applicant's presence is required. If an applicant is not present, the item will be postponed indefinitely. If an applicant cancels or postpones an item without providing advance notice, the item will be postponed indefinitely and will not be placed on the following Single Family Design Board (SFDB) agenda. In order to reschedule the item for review, a rescheduling fee will be paid and the applicant must fill out and file a Supplemental Application Form at 630 Garden Street (Community Development Department) in addition to submitting appropriate plans.
- All approvals made by the SFDB are based on compliance with Municipal Code Chapter 22.68 and with adopted SFDB guidelines. Some agenda items have received a mailed notice and are subject to a public hearing.
- The SFDB may grant an approval for any project scheduled on the agenda if sufficient information has been provided and no other discretionary review is required. Substitution of plans is not allowed, if revised plans differing from the submittal sets are brought to the meeting, motions for preliminary or final approval will be contingent upon staff review for code compliance.
- The Board may refer items to the Consent Calendar for Preliminary and Final SFDB approval.
- Conceptual comments are valid for one year. Preliminary SFDB approval is valid for one year from the date of the approval unless a time extension has been granted. Final SFDB approval is valid for two years from the date of final action unless a time extension has been granted or a Building Permit has been issued.
- Decisions of the SFDB may be appealed to the City Council. For further information on appeals, contact the Planning Division Staff or the City Clerk's office. Appeals must be in writing and must be filed with the City Clerk at City Hall, 735 Anacapa St. within ten (10) calendar days of the meeting at which the Board took action or rendered its decision.
- **AMERICANS WITH DISABILITIES ACT:** In compliance with the Americans with Disabilities Act, if you need special assistance to gain access to, comment at, or participate in this meeting, please contact the Planning Division at 805-564-5470. If possible, notification at least 48 hours prior to the meeting will enable the City to make reasonable arrangements in most cases.
- **AGENDAS, MINUTES and REPORTS:** Copies of all documents relating to agenda items are available for review at 630 Garden St. and agendas and minutes are posted online at [www.SantaBarbaraCa.gov/sfdb](http://www.SantaBarbaraCa.gov/sfdb). Materials related to an item on this agenda submitted to the SFDB after distribution of the agenda packet are available for public inspection in the Community Development Department located at 630 Garden St., during normal business hours. If you have any questions or wish to review the plans, please contact Michelle Bedard at (805) 564-5470 extension 4551, or by email at [mbedard@santabarbaraca.gov](mailto:mbedard@santabarbaraca.gov). Our office hours are 8:30 a.m. to 4:00 p.m., Monday through Thursday, and every other Friday. Please check our website under City Calendar to verify closure dates.

**LICENSING ADVISORY:**

The Business and Professions Code of the State of California and the Municipal Code of the city of Santa Barbara restrict preparation of plans for certain project types to licensed professionals. Applicants are encouraged to consult with Building and Safety Staff or Planning Staff to verify requirements for their specific projects.

Unlicensed persons are limited to the preparation of plans for:

- Single or multiple family dwellings not to exceed four (4) units per lot, of wood frame construction, and not more than two stories and basement in height;
- Non-structural changes to storefronts; and,
- Landscaping for single-family dwellings, or projects consisting solely of landscaping of not more than 5,000 square feet.

**NOTICE:**

1. That on Wednesday, October 6, 2010, at 4:00 p.m., this Agenda was duly posted on the indoor and outdoor bulletin boards at the Community Development Department, 630 Garden Street, and online at [www.SantaBarbaraCa.gov/sfdb](http://www.SantaBarbaraCa.gov/sfdb).
2. This regular meeting of the Single Family Design Board will be broadcast live and rebroadcast in its entirety on Wednesday at 8:00 a.m. on Channel 18.

**CALL TO ORDER.**

The Full Board meeting was called to order at 3:04 p.m. by Chair Zink.

**ATTENDANCE:**

Members present: Bernstein, Carroll, Deisler, Miller, Woolery, Zimmerman (left @ 4:36 p.m.), and Zink  
Members absent: None.  
Staff present: Bedard, Goo.

**GENERAL BUSINESS:****A. Public Comment:**

Any member of the public may address the Single Family Design Board for up to two minutes on any subject within their jurisdiction that is not scheduled for a public discussion before the Board on that day. The total time for this item is ten minutes. (Public comment for items scheduled on today's agenda will be taken at the time the item is heard.)

No public comment.

**B. Approval of the minutes of the Single Family Design Board meeting of **September 27, 2010**.**

Motion: Approval of the minutes of the Single Family Design Board meeting of **September 27, 2010**, as submitted.

Action: Deisler/Bernstein, 6/0/1. (Zimmerman abstained) Motion carried.

**C. Consent Calendar.**

Motion: Ratify the Consent Calendar of October 11, 2010. The Consent Calendar was reviewed by Paul Zink and Denise Woolery.

Action: Woolery/Zimmerman, 7/0/0. Motion carried.

**D. Announcements, requests by applicants for continuances and withdrawals, future agenda items, and appeals.**

1. Chair Zink announced that Mr. Zimmerman will have to leave the meeting before 5:00 p.m.

**E. Subcommittee Reports:**

No subcommittee reports.

**CONCEPT REVIEW - NEW ITEM: PUBLIC HEARING****1. 521 SANTA BARBARA ST****C-M Zone**

Assessor's Parcel Number: 031-201-009  
Application Number: MST2010-00280  
Owner: REH Property, LLC  
Architect: Jeff Shelton  
Contractor: Dan Upton Construction, Inc.

(Proposal for a new two-story, 751 square foot studio residence with an attached one-car garage on a 1,611 square foot parcel. The proposal is 35% of the maximum floor to lot area ratio guideline. The project requires Staff Hearing Officer review for a parking modification and two interior setback encroachments.)

**(Comments only; project requires Environmental Assessment and Staff Hearing Officer review for three requested zoning modifications.)**

(3:07)

Present: Jeff Shelton, Architect; and Jason Yardi, Agent for Owner.

Public comment opened at 3:17 p.m.

Dawn Sherry spoke in support of the proposed project with one comment regarding the review process, specifically in regards to the "artistic" elements..

A letter of concern from Paula Westbury was acknowledged by the Board.

Public comment closed at 3:20 p.m.

**Motion: Continued indefinitely to the Staff Hearing Officer for return to Full Board with comments:**

- 1) Provide a streetscape elevation and building footprints for the adjacent parcels.
- 2) Provide additional information and details regarding the proposed artistic elements.
- 3) Study the amount of proposed turf for compliance with the City Landscape Compliance Requirements and Landscape Design Standards for water conservation.
- 4) Return with a resolution from Parks and Recreation regarding the location of the back fence and gate, which is currently located on the City Parks Property.

Action: Bernstein/Zimmerman, 7/0/0. Motion carried.

**CONCEPT REVIEW - NEW ITEM: PUBLIC HEARING****2. 1216 E MONTECITO ST****R-2 Zone**

Assessor's Parcel Number: 017-062-004

Application Number: MST2010-00284

Owner: Jose Luis Gonzalez

Architect: Jose Luis Esparza

(Proposal to demolish an existing, one-story, 716 square foot single-family residence and construct a new two-story, 2,038 square foot single-family residence and an attached 489 square foot, two-car garage on a 5,300 square foot lot. The proposal includes a 66 square foot covered front porch and two second-story covered decks totaling 94 square feet. The proposed 2,527 square foot single-family residence will be 101% of the maximum floor to lot area ratio guideline for a proposed single-family residence on an R-2 residential zoned parcel. The project will address violations listed under enforcement case ENF2009-01426.)

**(Comments only; project requires Environmental Assessment.)**

(3:39)

Present: Jose Luis Esparza, Architect.

Public comment opened at 3:45 p.m.

The following public comment spoke either in support or in opposition of the proposed project:

- 1) William Lee, opposition; with concerns regarding parking density.
- 2) Antonio Gaona, opposition; with concerns regarding whether the proposed project fits into the neighborhood, and parking density.

An opposition letter from Paula Westbury was acknowledged by the Board.

Public comment closed at 3:50 p.m.

Mr. Limon clarified the FAR guidelines for the 20 closest parcels may be requested, but it may include development other than single family residences in this neighborhood.

**Motion: Continued four weeks to Full Board with comments:**

- 1) Return with a reduction in size of the proposed project.
- 2) The Board would like the proposed project to appear more as a single-family home.
- 3) Study the decks to comply with the 15-foot setback guideline.
- 4) Study the front door and lack of fenestration for a solution with more curb appeal.
- 5) Study the side elevations in terms of their linearity and look for areas for reduction.
- 6) Return with a full landscape plan.
- 7) Study the possibility of a ribbon driveway.
- 8) The Board requests the applicant provide the 20 closest parcels floor to lot area ratio (FAR) data in regards to the Single Family Design Guidelines (Page 4D) for projects over 85% of a maximum floor to lot area ratio.
- 9) Building materials to be compatible with the neighborhood.

Action: Bernstein/Deisler, 7/0/0. Motion carried.

**CONCEPT REVIEW - NEW ITEM: PUBLIC HEARING****3. 1308 SAN RAFAEL AVE****E-3/SD-3 Zone**

Assessor's Parcel Number: 045-041-012

Application Number: MST2010-00286

Owner: Jennifer A. Purdy

Architect: Ron Sorgman

(Proposal for a 250 square foot second-story addition to an existing 2,492 square foot two-story single-family residence with an attached 504 square foot two-car garage. The project includes a new 410 square foot deck. The proposed total of 3,246 square feet on the 8,700 square foot lot is 91% of the maximum floor to lot area ratio.)

**(Comments only; project requires Environmental Assessment.)**

(4:11)

Present: Ron Sorgman, Architect; and Mike and Jennifer Purdy, Owners.

Staff announced that the item received additional notice last week to correct a noticing error. The item is proceeding with review today, as scheduled, as the applicant is required to provide the supplemental hand-delivered tenant noticing to the 10 closest neighbors; however, it was requested that the Board defer action to a future hearing date.

Public comment opened at 4:23 p.m. As no one wished to speak, public comment was closed.

An opposition letter from Paula Westbury was acknowledged by the Board.

An email of concerns from Gwen Hildred was acknowledged by the Board.

Public comment closed at 4:25 p.m.

**Motion: Continued two weeks to Full Board with comments:**

- 1) Study the deck on the west elevation and provide photographs from the second story to evaluate the impact of the deck to the adjacent neighbor.
- 2) Study the understory lattice work and details.
- 3) Provide roof plan details.

Action: Woolery/Bernstein, 7/0/0. Motion carried.

**CONCEPT REVIEW - NEW ITEM****4. \*COUNTY PROPERTY (455, 457, 459 Hope Ave)****\*COUNTY Zone**

Assessor's Parcel Number: 057-170-012

Application Number: MST2006-00564

Owner: Giardini Di Cipriani, LLC

Architect: Trudi Carey

(Proposal to create 9 lots for new single-family residences on a 2.92 acre vacant lot currently in the County of Santa Barbara. Due to the utilities being serviced by the City of Santa Barbara and the property being located within the City's sphere of influence, it will be required to be annexed. Because of the annexation, the project will include a General Plan Amendment and a Rezone. A new public road along the northern lot line will provide access to the parcels. No development of the individual lots is proposed with the subdivision.)

**(Comments only; project requires Environmental Assessment and Planning Commission review of a General Plan Amendment and rezoning.)**

(4:39)

Present: Trudi Carey, Applicant/Architect; and Michael Cassese, Civil Engineer.

Staff announced that the project was incorrectly noticed for the Architectural Board of Review (ABR) for October 4, 2010, and was postponed one week to the Single Family Design Board (SFDB), which is the appropriate governing Design Review Board.

Staff provided the Board members with a copy of section 3.3 of the Single Family Board Design Guidelines regarding subdivision grading plans, and read into the record a memo from the case planner, Peter Lawson, Associate Planner.

Public comment opened at 4:55 p.m. As no one wished to speak, public comment was closed.

An opposition letter from Paula Westbury was acknowledged by the Board.

**Motion: Continued indefinitely to the Planning Commission for return to Full Board with comments:**

- 1) The Board appreciates the thorough design and presentation of the project.
- 2) The Board would prefer a pedestrian scale light fixture at the cul-de-sac, rather than the taller auto style light fixture.
- 3) The Board defers to the case planner to evaluate the grading quantities prior to recording of the individual lots, and if grading is to occur that disturbs the existing vegetation, that a hydro-seed plan be reviewed and approved by the SFDB.
- 4) Study the possibility of a larger parkway along White Rose Lane; a 5-foot parkway and a 4-foot sidewalk was suggested.

Action: Woolery/Miller, 6/0/0. Motion carried. (Zimmerman absent).

**ADJOURNMENT:** The Full Board meeting was adjourned at 5:15 p.m.

**CONSENT CALENDAR:****REFERRED BY FULL BOARD****A. 102 ONTARE HILLS LN****A-1 Zone**

Assessor's Parcel Number: 055-160-054  
Application Number: MST2010-00156  
Owner: Wynpac IV, LLC  
Architect: Bill Wolf  
Owner: Stephen P. Wiley

(Proposal for a new two-story 4,282 square foot single-family residence, 750 square foot detached three-car garage, and 500 square foot accessory space above the garage. The project includes a new driveway, hardscape, retaining walls, landscaping, and grading for foundation and site. The proposed total of 5,532 square feet on the 1.1 acre vacant lot in the Hillside Design District is 110% of the maximum guideline floor to lot area ratio.)

**(Preliminary Approval was granted on 7/19/2010. Final Approval is requested.)**

**Final Approval as noted on Sheet#A0.0. Grading: No import or export allowed.**

**REFERRED BY FULL BOARD****B. 1201 CIMA LINDA LN****A-2 Zone**

Assessor's Parcel Number: 015-161-019  
Application Number: MST2010-00277  
Owner: Anna and Jar Lehr  
Designer: Anna Lehr

(Proposal for an exterior remodel to the existing two-story, 2,395 square foot, single-family residence and two-car carport. The alterations include replacing the existing wood shake roof with a tile roof, replace wood siding with stucco, replace existing windows and doors with double glazed windows and doors, convert the existing two-car carport to a 420 square foot two-car garage, replace the existing patio cover with new and replace and reduce the existing concrete patio with a new stone pavement. The proposal will result in a 380 square foot reduction in roof area and concrete pavement. The existing single-family residence is 58% of the maximum floor to lot area ratio guideline.)

**(Preliminary Approval was granted on 9/27/2010. Final Approval is requested.)**

**Final Approval with conditions:**

- 1) Include cut-sheet of exterior light fixtures on the elevations.
- 2) Include exterior color chart on elevations.



**FINAL REVIEW****C. 1915 GARDEN ST****E-1 Zone**

Assessor's Parcel Number: 025-382-012  
Application Number: MST2010-00275  
Owner: Robert A. Stevens  
Architect: Thomas Moore

(Proposal for a 556 square foot raised deck addition to an existing 296 square foot deck, a new spa and trellis structure above the proposed spa. The proposal includes renovating the existing deck with new decking material to match the new deck and extension of an existing culvert, located below the existing deck, 20 feet to the edge of the new deck addition. The property is currently developed with a 2,144 square foot single-family residence with an attached two-car garage on a 10,960 square foot lot. No changes are proposed to the existing residence.)

**(Final Approval is requested.)**

**Final Approval as submitted.**

**NEW ITEM****D. 606 SUTTON AVE****R-3 Zone**

Assessor's Parcel Number: 037-061-010  
Application Number: MST2010-00287  
Owner: Harold O. Phipps  
Designer: Mark Morando

(Proposal to demolish an existing non-conforming one-car garage and provide two uncovered parking spaces for an existing 548 square foot one-story, single family-residence. The existing single-family house is 23% of the maximum floor to lot area ratio guideline. The proposal includes reducing the fence along the front property line to the 3.5 foot maximum allowed height, retaining and using the foundation of the garage for the relocation of the two existing 80 square foot storage sheds. 353 square feet of new grass-crete permeable paving is proposed for the two new uncovered parking spaces. A new 5 foot tall wrought iron gate is proposed to screen the uncovered parking spaces. The proposal will address violations listed under ENF2010-00299.)

**(Action may be taken if sufficient information is provided.)**

**Preliminary Approval and continued one week to Consent with comments:**

- 1) Provide wood screening to the wrought iron driveway gate; the Board suggests matching the neighbor's wood fence.
- 2) Change the grass-crete pavers to a solid paver; a gray color is acceptable.

**NEW ITEM****E. 1002 N MILPAS ST****R-3 Zone**

Assessor's Parcel Number: 029-252-013  
Application Number: MST2010-00259  
Owner: Jasso Family Living Trust  
Architect: Brian Hofer

(Proposal to remove two existing retaining walls and fence and construct a new eight foot tall retaining wall and six foot tall fence along the interior property lines of a parcel developed with an existing single-family residence. The proposal also includes approximately 500 square feet of new permeable paving, one new uncovered parking space, and new site landscaping. The project requires Staff Hearing Officer review for a zoning Modification for the combined height of the new wall and fence to exceed the maximum eight foot height requirement within the required interior setbacks.)

**(Comments only; project requires Environmental Assessment and Staff Hearing Officer review for over height retaining walls and fences in the required interior setbacks.)**

**Continued indefinitely to the Staff Hearing Officer and return to Consent with the comment that the Board understands the total combined wall and fence height, and looks forward to reviewing a site landscape and irrigation plan proposing permanent-inground plantings.**

Items on Consent Calendar were reviewed by Paul Zink and Erin Carroll.